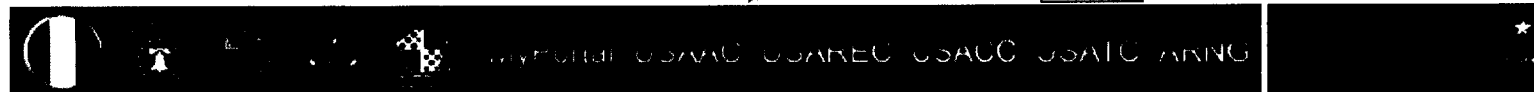


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**CCR-672-5-1****Reserve Officers' Training Corps Decorations, Awards, and Honors**

Command Group

**Original Document Date: 05/01/02**

New Releases

**Revision Date: 12/19/03 (updates 04/25/03 data)**

Contact Us

**Summary:**

Environment

This regulation provides Command policy and procedural guidance for the standardization of Senior Reserve Officers' Training Corps (ROTC) Cadet Command Awards Program. The regulation to update the policy and procedures on awards for military personnel and senior ROTC Program can be found in **AR 672-20**. Junior ROTC Instructor of the Year can be found in Junior ROTC Awards can be found in **AR 145-2**.

CC Policy Memos

&gt; CC Regulations

**POC/Impact:**

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CCR\_145-8-4 OIP BDE

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CCR\_145-10 GRFD Prg

CCR\_145-11 SMP

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**Applicability.** This regulation applies to Headquarters (HQ), Cadet Command and its Regions (Bdes), and Battalions (Bns).

**Supplementation.** Supplementation of this regulation is prohibited without prior approval of the General (CG), Cadet Command (ATCC-PM), Fort Monroe, VA 23651-1052.

**Suggested Improvements.** The proponent of this regulation is CG, Cadet Command invited to send comments and suggested improvements on **DA Form 2028** (Regulations, Publications and Blank Forms) through channels to Commander (Cdr), U.S. Army Cadet Command, Fort Monroe, VA 23651-1052.

Please ensure that you have the following software loaded: **Acrobat Reader 4.0 or >**.

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### Chapter 1, Awards Program

**1-1. Purpose.** This regulation prescribes Cadet Command awards policy, criteria administrative instructions for processing awards to:

- a. Cadre.
- b. Senior ROTC cadets in recognition of exceptional and outstanding acts of heroism.
- c. Senior ROTC cadets and graduates for outstanding achievement.
- d. Senior ROTC cadets attending National Advanced Leadership Camp and Leader's Training Course.
- e. Cadet Command Awards

- f. Fraternal/Association Awards
- g. Cadet Command programs.

### 1-2. References

- a. Required publications.

- (1) **AR 600-8-22** (Military Awards) . (Cited in paras 2-1 and 2-3a and f.)
- (2) **AR 670-1** (Wear and Appearance of Army Uniforms and Insignia). (Cited in para

- b. Related publications. **AR 600-9** (Army Weight Control Program).

**1-3. Objective.** To ensure deserving individuals and/or Cadet Command Programs receive for extraordinary performance. A good awards program increases motivation and morale by recognizing and rewarding superior performance individually or collectively. Other options (letters, Cadet Command coins, or letters of appreciation) are also available. Cdrs must submit a draft letter to this HQs. It is essential we recognize the positive performance of cadets. There are many ways to describe or categorize awards. This regulation will recognize the first method is by defining the recipients, or awardees. The second method is by category of award, or the awarders.

- a. Cadet Command award recipients can be divided into three categories:

- (1) Cadre (see chapter **2**).
- (2) Senior ROTC Cadets (see chapter **4**).
- (3) Cadet Command Programs (see chapter **5**).

- b. Awardees or recipients may receive awards from three sources:

- (1) Department of the Army (DA).
- (2) Cadet Command.
- (3) Other organizations.

### 1-4. Responsibilities

- a. The CG, Cadet Command, is responsible for the overall awards program for military and civilian personnel.
- b. The Rgn Cdrs are responsible for the awards and the awards program delegated to their Command.
- c. The Bde Cdrs are responsible for the awards and award programs delegated to their Command and their respective Rgn Cdr.
- d. The Professors of Military Science (PMS) are responsible for the awards and award programs delegated to them by the CG, Cadet Command, and their respective Rgn and Bde Cdrs..

## Chapter 2, Cadre Awards

- 2-1. General.** Cdrs should present the cadre with awards for exceptional service or achievement.

of **AR 600-8-22**, Military Awards.

**2-2. DA Awards.** Cdrs may recommend deserving cadre for the Distinguished Service Merit (LM), Meritorious Service Medal (MSM), Army Commendation Medal (ARCOM), Army Achievement Medal (AAM), the Soldier's Medal (SM), and/or the Military Outstanding Volunteer Service Medal (MOVSM).

### 2-3. DA Awards Processing

a. DSM. Chief of Staff, U.S. Army, is the approving authority for the DSM (in accordance with table 3-2). Cdrs may recommend deserving individuals for the award of the DSM. Submit each recommendation on **DA Form 638** (Recommendation for Award) with proposed citation and narrative. The recommendation must arrive at HQ Cadet Command not later than **(NLT) 150 days** prior to the award presentation date. Intervening Cdrs will recommend approval/downgrade and forward with an appropriate memorandum. CG, Cadet Command, can either recommend approval of LM or downgrade. Recommendation for approval is submitted by memorandum signed by the CG to TRADOC, and recommendation is forwarded to the TRADOC Command Sergeant Major/Accessions, who will forward with the packet to the CG, TRADOC/Accessions, for final approval. Upon approval/disapproval, the LM recommendation is returned to this HQ for dispatch. **DA Form 638** serves as the official order authorizing the award to the source with a certificate and medal. The appropriate award is forwarded down the chain of command to the submitting unit.

b. LM. CG, U.S. Army Training and Doctrine Command (TRADOC), is the approving authority for LM awards. CG, U.S. Accessions Command, is the approving authority for retirement LM's. Submit each recommendation on **DA Form 638** with proposed citation and narrative. The recommendation must arrive at HQ Cadet Command **NLT 120 days** prior to the award presentation date. Intervening Cdrs will recommend approval/downgrade and forward with an appropriate memorandum. CG, Cadet Command, can either recommend approval of LM or downgrade. Recommendation for approval is submitted by memorandum signed by the CG to TRADOC, and recommendation is forwarded to the TRADOC Command Sergeant Major/Accessions, who will forward with the packet to the CG, TRADOC/Accessions, for final approval. Upon approval/disapproval, the LM recommendation is returned to this HQ for dispatch. The appropriate award is forwarded down the chain of command to the submitting unit.

c. MSM. CG, Cadet Command, is the approval authority for the MSM. Cdrs will recommend deserving individuals for the MSM. Submit recommendation to Cdr, Cadet Command, not later than **(NLT) 150 days** prior to the award presentation date. Rgn Cdrs have downgrade approval authority for the MSM. Recommendation for approval is submitted by memorandum signed by the CG to TRADOC, and recommendation is forwarded to the TRADOC Command Sergeant Major/Accessions, who will forward with the packet to the CG, TRADOC/Accessions, for final approval. Upon approval/disapproval, the MSM recommendation is returned to this HQ for dispatch. The appropriate award is forwarded down the chain of command to the submitting unit.

d. ARCOM. Rgn Cdrs have approval authority for the ARCOM and may delegate that authority to a subordinate.

e. AAM. Rgn Cdrs have approval authority for the AAM and may delegate that authority to a subordinate. The grades of Colonel (COL), Lieutenant Colonel (LTC), and Major (MAJ) occupying LTC slot are eligible for the AAM.

f. SM. DA is the approval authority for the SM. Recommendation should be submitted with strong justification and enclosures IAW **AR 600-8-22**, paragraph 3-12, through the chain of command to HQ Cadet Command.

g. MOVSM. Rgn Cdrs have approval authority for the MOVSM and may delegate that authority to a subordinate.

### 2-4. Miscellaneous Awards for Excellence as Instructors

**a. TRADOC Instructor of the Year Award.** Each Battalion may submit one nominee (Field Grade Instructor, Company Grade Instructor, Enlisted Instructor, and civilian Instructor serving as uniformed instructors). Nomination packets must go through the brigade and division headquarters (ATCC-ROD) by suspense date in order to be seen by the board. Incomplete nomination packets received after the board convenes cannot be considered.

The TRADOC Memorandum of Instruction (MOI), published annually provides eligibility criteria for the TRADOC Instructor of the Year Award.

this award. Ensure nomination packets are prepared in accordance with the MOI. Complete School of Cadet Command satisfies the requirement of the MOI. A board is held at Cadet Command nomination from each category. The selected nominations and videos are forwarded to **ATTG-IS, Fort Monroe, VA 23651-1047** for final competition.

**b. Leo A. Codd Memorial Award.** The National Defense Industrial Association (NDIA) presents annually for the three most outstanding senior ROTC instructors. The award consists of a Savings Bond (\$500, \$400, and \$300 for First, Second, and Third places respectively), an one-year membership in the NDIA. This award is given in memory of the late Colonel Leo A. Codd, who was a guiding force in the development of the Association for 40 years until his death in 1971. Colonel Codd was a lifelong supporter of ROTC.

(1) Eligibility criteria. Instructor must be:

- (a) Serving on active duty as a commissioned officer in the grade of major or lieutenant colonel.
- (b) Carrying a full instructor load.

(2) Selection criteria. Nomination and selection will be based on:

- (a) Creativeness and imagination as demonstrated by use of innovations in the creation of imaginative and interesting approaches to the accomplishment of ROTC objectives, relation of material from other disciplines and subject areas of military science (MS) to the subject, initiation and conduct of experiments and research project in ROTC instruction, and any other approaches.
- (b) Instructor ability to communicate as demonstrated by skill in verbal communication; friendly, enthusiastic, and dynamic personality; popularity among students before cadet, student, faculty, and community formal and informal gatherings; ability as a cadet counselor; or other relevant abilities.

(3) Nomination packet will include, but is not be limited to:

- (a) Biographical sketch.
- (b) Nomination memorandum.
- (c) Two 5"x7" color head and shoulder photographs in Class A uniform.
- (d) Nominees full name, home address, SSN, DOB, work telephone number, and university/college affiliation.

(4) Nomination and selection. Each Bde Cdr will forward nominations to CG, Cadet Command, first week in January. A board at HQ Cadet Command will evaluate the packets and select nominees. The three top nominations will be forwarded to the **Deputy Assistant Secretary of Defense (Education), Washington, D.C. 20301, NLT 10 February**, with copy to the MPO. Selection of award winners of the three services will be made by NDIA.

(5) Presentation. Commanding officers of the winners will be notified by NDIA in April. A presentation will be made for presentation of the award by the appropriate Bn Cdr in coordination with the DA official. DA will dispatch a message to CG, Cadet Command, announcing the Army winners.

**c. Tasker H. Bliss Medal.** The Society of American Military Engineers (SAME) provides annually in memory of the distinguished World War I Army Chief of Staff to the engineering dean, professor, or college or university at which an ROTC unit is established, who has made the most outstanding contribution to the development of the ROTC program.

military engineering, education, or service in promoting recognition of the importance of the National Defense Establishment.

(1) Selection. The Bn Cdr will submit nominations in duplicate to **SAME, 740 1 Suite 905, Washington, D.C. 20005**, to arrive **NLT 15 February**. Nominations will

(a) Full name, title, and address of nominee.

(b) Specific information upon which the nomination is based.

(2) Presentation. This award is presented at the annual SAME awards dinner as arranged by the society.

## 2-5. Cadet Command Awards for Excellence

a. **Cadet Command Instructor of the Year Award.** Recognizes training excellence by the categories of most outstanding Instructor and Assistant Professor of Military Science (APMS) board their nominee packets and submit one nominee, annually, **NLT 1 Mar**, for each a **Cadet Command, ATTN: ATCC-PMD, Fort Monroe, VA 23651-5000**.

(1) Eligibility Criteria:

a. Army military nominees must have passed their latest Army Physical Fitness Test and meet Army height and weight standards IAW **AR 600-9**.

b. Nominee must have served as an instructor a minimum of nine (9) months.

c. Nominee must be a certified instructor per **CC Reg 145-3 para 2-12(a-d)**.

d. Civilian contractors serving as uniformed instructors; i.e., Cadet Command Assistant Professors of Military Science, are eligible for participation if they meet the requirements.

(2) **Instructor performance is the focus.** Cadet Command Instructor of the Year Award (Figure A-1). Use this guide to evaluate instructor performance and consider the following

a. Tactical and technical knowledge.

b. Communication skills.

c. Appearance and military bearing.

d. Training literature development, research, and publication of articles.

(3) **Nomination Procedure:** Memorandum of recommendation from the Battalion, Brigade, and Region Commanders. Headquarters, (ATCC-TT) Cadet Command Board to select a winner. The narrative, not to exceed one page, will comment on the nominee's achievements and exceptional performance in areas noted above. In addition each packet must include:

a. Letter of transmittal that includes school POC's name, mailing address, DSN, and statement that nominee(s) meets requirements outlined in paragraph 2-5.

b. Tab A, single-spaced, typewritten, one-page narrative of:

(1) Nominee's view on meeting the challenge of being an instructor.

(2) Nominee's view on his/her greatest contribution as an instructor.

c. Tab B, one standard DA color photo of nominee in service Class A uniform or nominees, appropriate civilian attire.

d. VHS 1/2 inch, 10-15 minute videotape of each nominee teaching a regular class. Videotape of a 10-15 minute segment should cover items on the worksheet.

e. Nominations should be packaged in a manila file folder with white label on front of folder. The label should contain the standard name line of the nominee and installation/service school represented. Videotapes should be in sleeve with identical label. Incomplete nominations will not be considered.

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The award will be presented by Commanding General, Cadet Command at appropriate ceremony.

(6) Merit:

(a) Military, While no military award is ever automatically granted, Cadet Command will consider awarding an impact Meritorious Service Medal (MSM)/Plaque to the nominee selected as the Cadet Command Instructor of the year.

(b) Civilian, Superior Civilian Service Award/Plaque

(c) Contract, Cadet Command Certificate of Achievement/Plaque

(d) While no military award is ever automatically granted, Cadet Command will consider awarding an impact Army Achievement Medal (AAM)/Plaque or Equivalent to the nominee not selected at HQ level.

b. **Cadet Command Recruiting Operations Officer (ROO) of the Year Award.** Recognizes operations excellence by identifying individuals who achieve/overachieve in their duties as a Recruiting Officer. Each Region will board their nomination packets and submit one nomination, in memorandum format, to **HQ Cadet Command, ATTN: ATCC-PMD, Fort Monroe, VA 22034**.

(1) Eligibility Criteria:

(a) Officer must have been serving in the ROO position for at least nine (9) months prior to date of nomination.

(b) Officer serving in a position designated as ROO/Enrollment Officer/Scholarship Officer.

(c) Completion of Cadet Command ROO Course (unless initial assignment was prior to Mar 2001).

(2) **Selection Criteria.** Criteria for nominating and selecting ROO of the Year shall include both objective and subjective evaluations for outstanding performers:

(a) Suggested objective standards:

Achievement/overachievement of assigned Contract Mission to include Nurse Mission.

Improvement upon last year's Contract Mission accomplishment.

Contracts for Leader's Training Course.

(b) Suggested subjective standards:

Effort in recruiting/enrolling SALs (as measured by SAL Criteria).

Effective use of allocated scholarships.

USAREC partnership cooperation.

Impact on Retention.

Impact on Commission Mission.

Development of and adherence to a comprehensive Battalion Marketing Acti  
include use of the automated National Referral List.

Development of relationships with campus Centers of Influence.

(3) **Nomination Procedure.** The memorandum of recommendation must be end  
Brigade and Region Commanders (see **Figure A-2**, Sample Nomination Memo). Th  
exceed one page, will comment on the individual's achievements and exceptional per  
above. The memorandum must include nominee's name, grade, SSN, position, a  
officer meets the height/weight standards of **AR 600-9** and passed the APFT. He  
Command (ATCC-OT) will convene a board to select a winner. Incomplete nomir  
considered.

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The award will be presented by  
General, Cadet Command at an appropriate ceremony.

(6) **Merit:**

(a) Military, While no military award is ever automatically granted, Cadet C  
consider awarding an impact Meritorious Service Medal (MSM)/Plaque to  
selected as the Cadet Command Instructor of the year.

(b) Civilian, Superior Civilian Service Award/Plaque

(c) Contract, Cadet Command Certificate of Achievement/Plaque

(d) While no military award is ever automatically granted, Cadet Command  
awarding an impact Army Achievement Medal (AAM)/Plaque or Equivalent to t  
not selected at HQ level.

c. **Cadet Command Brigade Nurse Counselor of the Year.** The Brigade Nurse Cour  
provides an award annually for the outstanding Brigade Nurse Counselor within U.S. Arn  
has made the greatest contribution to nurse recruitment, and to the promotion of the p  
nursing leadership within the campus setting. Each Region will board their nomination  
nominee Annually, **NLT 1 Mar** by memorandum to **HQ Cadet Command, ATTN: ATCC-  
23651-5000.**

(1) **Eligibility Criteria:** Serving as a Brigade Nurse Counselor for at least nine (9) r

(2) **Selection Criteria** (subjective):

- (a) Promotion of effective nurse recruitment and retention throughout all batt the brigade via coaching of cadre and cadets, energetic marketing techniques, in the cadets the professional values of nursing.
- (b) Fostering an innovative and creative approach to educating battalion cadre unique aspects of the recruitment and retention of nursing students.
- (c) Exhibits exceptional qualities in the ability to individualize recruiting techni school within the Brigade.

(3) **Selection Criteria (objective):**

- (a) Promotion of programs and activities that enhanced a positive, relationship between school of nursing faculty and battalion cadre, and ir relevance of Army ROTC and the Army Nurse Corps for their students.
- (b) Improved performance of battalions within the brigade toward nurse mission.

(4) **Nomination Procedure:** Memorandum of recommendation from the Brig through the Region Commander. The narrative, not to exceed one page, will individual's achievements and exceptional performance as noted above. Hei Command (ATCC-N) will convene a board to select a winner. Incomplete nomin considered.

(5) **Frequency and Presentation:** Annually. The award will be presented by the C General, Cadet Command at an appropriate ceremony.

(6) **Merit:**

- (a) Military, While no military award is ever automatically granted, Cadet C consider awarding an impact Meritorious Service Medal (MSM)/Plaque to selected as the Cadet Command Instructor of the year.
- (b) While no military award is ever automatically granted, Cadet Command awarding an impact Army Achievement Medal (AAM)/Plaque or Equivalent to t not selected at HQ level.

d. **Cadet Command Human Resource Assistant of the Year Award.** This award is pr Reserve Officers' Training Corps (ROTC) Battalion Human Resource Assistant that bests performance and standards in the accomplishment of the ROTC Battalion's mission. Each nomination packets and submit one nominee, annually, **NLT 1 Mar** by memorandum to **ATTN: ATCC-PMD, Fort Monroe, VA 23651-5000.**

(1) **Eligibility Criteria:**

- (a) Battalion Human Resource Assistant, civilian or military personnel.
- (b) Service time at the Battalion must be for at least nine (9) months.

(2) **Selection Criteria:**

- (a) Overall job performance (Management of Cadet Records, Management i Corporate Database, etc.)
- (b) Additional administrative duties in support of the Battalion's mission.

- (c) Completion of Job Enhancement Training (Professional Development Course on Bachelor Degree, etc.)
  - (d) Error rate on EPSQ's.
  - (e) Management of Evaluations and Awards Program.
  - (f) Management of Accessions Packets.
  - (g) CCIMs Management.
  - (h) Other documentation that supports selection of the nominee.
- (3) **Nomination Procedure:** Memorandum of recommendation from the Battalion through Brigade, and Region Commanders. The narrative, not to exceed one page, will comment on the individual's achievements and exceptional performance as noted in two and three above. Each Region Commander selects one nominee to represent Headquarters, Cadet Command (ATCC-PC) will convene a board to select a winner. Nominations will not be considered.
- (4) **Approval Authority:** Commanding General, Cadet Command.
- (5) **Frequency and Presentation:** Annually. The award will be presented by the Commanding General, Cadet Command at an appropriate ceremony.
- (6) Merit:
- (a) Military, While no military award is ever automatically granted, Cadet Command will consider awarding an impact Meritorious Service Medal (MSM)/Plaque to a nominee selected as the Cadet Command Instructor of the year.
  - (b) Civilian, Superior Civilian Service Award/Plaque
  - (c) Contract, Cadet Command Certificate of Achievement/Plaque
  - (d) While no military award is ever automatically granted, Cadet Command will consider awarding an impact Army Achievement Medal (AAM)/Plaque or Equivalent to a nominee not selected at HQ level.

e. **Cadet Command Supply Technician of the Year.** This award is presented to recognize the Training Corps (ROTC) Battalion Supply Technician that best exemplifies exceptional performance and accomplishment of the ROTC Battalion's mission. Each Region will board their nomination board to select a nominee, annually, **NLT 1 Mar to HQ Cadet Command, ATTN: ATCC-PMD, Fort Monroe**

- (1) **Eligibility Criteria:** Must be active duty personnel (92Y), civilian Supply Technician employees performing the following logistic duties:
- (a) Service time at the Battalion as supply tech must be at least nine (9) months.
  - (b) Maintains Supply Room.
  - (c) Monitors CTA, TDA equipment authorizations.
  - (d) Maintains document registers.
  - (e) Maintains sub-hand receipts.

(f) Conducts inventories (i.e. monthly weapons, quarterly sensitive and annual inventories).

(g) Manages Cadet uniforms.

(h) Manages Cadet OCIE.

(i) Knowledge of equipment reporting requirements.

(j) Forecasts, orders and accounts for ammunition.

(k) Oversees unit GSA vehicle fleet use and requirements.

(l) Conducts JROTC supply assistance visits, inspects JROTC units. Inspectors to have knowledge of the JROTC bonding/insurance program.

(2) Selection Criteria:

(a) Overall job performance (Maintain reference documents as required by **Appendix A**, Files established and maintained IAW MARKS, Maintain current h from support installation, appearance, layout, and storage procedures IAW (**CCR 700-1**)).

(b) Reports of survey processed within time allowed.

(3) **Nomination Procedure:** Memorandum of recommendation from the Batt through Brigade for endorsement, and Region Commanders for endorsement a separate cover sheet will include pertinent information on individual to include nar school, nominee's name, home address, years of service, service time at school a The narrative, not to exceed two pages, will comment on the individual's ; exceptional performance in each area noted in numbers one and two above. In ad should contain a copy of the most recent Command Inspection Checklist. Each R selects (after boarding) one nominee to represent the Region. Headquarters, Cadet RM) will also convene a board to select a winner. Incomplete nominations will not be

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The award will be presented by General, Cadet Command at an appropriate ceremony.

(6) Merit:

(a) Military, While no military award is ever automatically granted, Cadet Comi consider awarding an impact Meritorious Service Medal (MSM)/Plaque to the so selected as the Cadet Command Instructor of the year.

(b) Civilian, Superior Civilian Service Award/Plaque

(c) Contract, Cadet Command Certificate of Achievement/Plaque

(d) While no military award is ever automatically granted, Cadet Command awarding an impact Army Achievement Medal (AAM)/Plaque or Equivalent to t not selected at HQ level.

f. **Cadet Command Junior ROTC Instructor of the Year.** The United States Army Ci Junior ROTC Instructor of the Year Award honors effective and dedicated Junior ROTC

(SAI) and Army Instructors (AI). Each Region will board their nomination packets and submit one AI nominee, annually, **NLT 1 Mar** by memorandum to **HQ Cadet Command, A Monroe, VA 23651-5000**.

(1) **Eligibility Criteria:**

- (a) Service time as JROTC Instructor must be at least nine (9) months.
- (b) Certified as a Junior ROTC instructor and have met all JROTC requirements adverse actions taken against him/her.
- (c) Meet the eligibility criteria for the award of the Junior ROTC Instructor's Go

(2) **Selection Criteria:** Nominations for the award will be based on the assessor principal of the following areas:

- (a) Effectiveness in the classroom and community.
- (b) Examples of dedication to the profession of teaching.
- (c) How the nominee compares to the school's top classroom instructor.
- (d) What activities other than Junior ROTC, is the nominee an active participant of a school committee, community involvement or advisory panel).
- (e) Increased enrollment or retention rate of the Junior ROTC program.
- (f) Significant events that would weigh in the selection process; (Teacher of the Year and other unique training initiatives)
- (g) Is new curriculum in use by the instructor.
- (h) How automated oriented is the instructor

(3) **Nomination Procedure:** Memorandum of recommendation from Principal, thru Region Commanders (ATTN: High School Division). HQ, Cadet Command (ATCC-JRO board to select a winner. Each nomination packet will also include a full length photo class B uniform **within 30 days** of the application (does not have to be of professional be a regular sized photograph). Who can nominate an Instructor? The nomination must be from the instructor's principal with the recommendation of the immediate supervisor. A principal may nominate only one instructor per school. Individual instructors may nominate themselves. Nominations will also include the assessment of the immediate supervisor areas:

- (a) Contributions made to the achievements of the mission of Junior ROTC.
- (b) Results of the last formal inspection and unit report.
- (c) Enrollment and retention rate of the Junior ROTC unit.
- (d) Completion of professional development courses/classes.
- (e) Competency in techniques and current instructional techniques/methodology to instruct JROTC course material.
- (f) Examples of how the instructor has had impact on cadets.

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The award will be presented by the Commanding General, Cadet Command at an appropriate ceremony.

(6) **Merit:**

(a) The Junior ROTC Instructor of the Year will receive a The Outstanding Civilian Medal and plaque.

(b) Nominees not selected at HQ level will receive Certificate of Appreciation Civilian Service.

g. **Cadet Command Professor of Military Science (PMS) of the Year Award.** Re-identifying individuals in the category of most outstanding Professor of Military Science (PMS) board their nominee packets and submit one nominee, annually, **NLT 1 Mar to HQ Cadet Command, ATCC-PMD, Fort Monroe, VA 23651-5000.**

(1) Eligibility Criteria:

a. Nominee must have passed their latest APFT and meet Army height standards IAW **AR 600-9.**

b. Nominee must have served as PMS and MS IV instructor for a minimum of 12 months.

c. Nominee must have attended the resident Pre-Command Course.

d. Battalion must have made commission mission (line and nurse, if applicable) in the past school year and be projected to make commission mission (line and nurse, if applicable) for the next school year and have a performance ranking in the top 10 percent.

e. Battalion must have achieved 100 percent LTC contracting for previous summer and 100 percent graduation rate for NALC attendees.

f. Achieve at least a satisfactory rating in all evaluated areas of the Commar Program.

g. Nominee must have made an outstanding contribution to the effectiveness of Cadet Command.

(2) **Selection Criteria:** The performance of the Battalion, the quality of the cadets' commissionees and individual contributions of the PMS to Cadet Command are the focus.

a. Mission performance:

1. Unit Visits Report (RR0D) -- Comparative performance ranking, SAL assigned mission(s) and mission accomplishment, enrollment and retention history.

2. BMSR (RR0D) -- Data from the monthly BMSR with narrative comments to the accuracy of the commissioning and contracting forecasts.

3. Mission Management Briefer -- Current enrollment data.

b. Cadet training performance (DOT) -- Data for cadet performance at NALC

navigation, manner of performance) against Brigade, Region and Cadet Command CPDT/CTLT utilization and performance.

c. Quality of cadets and accessions satisfaction – Accessions results for past four years award nominations/selections (P&A), civilian-sponsored (cadet) scholarship nominations (P&A/RROD), other cadet selections for awards and internships (DOT ).

d. Contributions to Cadet Command – Support for Cadet Command tests, status performance at camps, service as instructor at SOCC, input to best practices, other awards or service as PMS.

(3) **Nomination Procedure:** The memorandum of recommendation must be endorsed by the Commander through Region Commander (see **Figure A-2**, Sample Nomination Memorandum). The memorandum will not exceed one page, will comment on the individual's achievements and exceptions outlined in paragraph 2. The memorandum must include nominee's name, grade, and a statement that officer meets the height/weight standards of **AR 600-9** and pass muster. The packet must include one standard DA color photo of nominee in service Class A uniform. The Cadet Command (ATCC-TT) will convene a board to select a winner. Incomplete nominations will not be considered.

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation: Annually.** The award will be presented by the Commanding General, Cadet Command at appropriate ceremony.

(6) **Merit:** While no military award is ever automatically granted, Cadet Command may award an impact Meritorious Service Medal (MSM)/plaque to the soldier selected as the Cadet Command PMS of the Year.

h. **Cadet Command Civilian of the Year Award, GS 5 – 8.** Recognizes excellence by a civilian in the category of Civilian Employee, GS-5-8, that best exemplifies exceptional performance and accomplishment of the Cadet Command mission. Each Region will board their nomination and select a nominee. Headquarters, Cadet Command (HQCC) Directors will submit one nominee. This nomination must be submitted **NLT 1 Mar** by memorandum to **HQ Cadet Command, ATTN: ATCC-PMD, Form 5000**.

(1) **Eligibility Criteria:**

- (a) Civilian employees, GS 5 – 8.
- (b) Service time in the position must be at least nine (9) months.
- (c) Bn Human Resource Assistant and Supply Techs are not eligible.
- (d) No disciplinary actions (e.g. counselings or memorandum of admonishment) in the last 9 months.
- (e) Must have received an overall performance rating of Successful Level or higher on previous performance appraisal.

(2) **Selection Criteria**

- (a) Overall job performance (nominations should include those employees who demonstrated outstanding characteristics in the categories of job performance, proficiency, ethical conduct and motivation, discipline and dedication, and motivation and contribution to job performance)

(b) Other documentation that supports selection of the nominee, (serv community activities (i.e., volunteering for the Red Cross, coaching, etc) to inc that were above and beyond normal duties.

(3) **Nomination Procedure:**

(a) Bde, and Region: Memorandum of recommendation from Commander, thr Commander. Each Region Commander selects one nominee to represent th Region.

(b) HQCC: Memorandum of recommendation from Director. HQCC Chief select one nominee to represent HQCC.

(c) Narrative not to exceed one page, will comment on the individual's achie exceptional performance, as noted above. Nomination must clearly refle individual did that was above and beyond normal duties.

(d) HQCC, PMD will convene a board to select an overall winner. The HQCC compete with the three Region winners.

(e) Incomplete nominations will not be considered

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The Commanding General, Cad present the award at an appropriate ceremony.

(6) **Merit:** Superior Civilian Service Award/Plaque

i. **Cadet Command Civilian of the Year Award, GS 9 – 11.** Recognizes excellence by the category of Civilian Employee, GS 9 – 11, that best exemplifies exceptional performar accomplishment of the Cadet Command mission. Each Region will board their nomination nominee. This recommendation will be submitted **NLT 1 Mar** by memorandum to **Command, ATTN: ATCC-PMD, Fort Monroe, VA 23651-5000.**

(1) **Eligibility Criteria:**

(a) Civilian employees, GS 9 – 11.

(b) Service time in the position must be at least nine (9) months.

(c) No disciplinary actions (e.g. counselings or memorandum of admonishment 9 months.

(d) Must have received an overall performance rating of Successful Level previous performance appraisal.

(2) **Selection Criteria:**

(a) Overall job performance (nominations should include those emp demonstrated outstanding characteristics in the categories of job perfo proficiency, ethical conduct and motivation, discipline and dedication, and mo contribution to job performance)

(b) Other documentation that supports selection of the nominee , (serv community activities (i.e., volunteering for the Red Cross, coaching, etc) to inc

that were above and beyond normal duties.

(3) **Nomination Procedure:**

(a) Bde, and Region: Memorandum of recommendation from Commander, the Region Commander. Each Region Commander selects one nominee to represent the Region.

(b) HQCC: Memorandum of recommendation from Director. HQCC Chief selects one nominee to represent HQCC.

(c) Narrative not to exceed one page, will comment on the individual's achievement of exceptional performance, as noted above. Nomination must clearly reflect what the individual did that was above and beyond normal duties.

(d) HQCC, PMD will convene a board to select an overall winner. The HQCC nominees will compete with the three Region winners.

(e) Incomplete nominations will not be considered

(4) **Approval Authority:** Commanding General, Cadet Command.

(5) **Frequency and Presentation:** Annually. The Commanding General, Cadet Command will present the award at an appropriate ceremony.

(6) **Merit:** Superior Civilian Service Award/Plaque

j. **Cadet Command Civilian of the Year Award, GS 12 – 14.** Recognizes excellence in the category of Civilian Employee, GS 12 – 14, that best exemplifies exceptional performance for the accomplishment of the Cadet Command mission. Each Region will board their nominee. This recommendation will be submitted **NLT 1 Mar to Headquarters, Cadet Command, ATTN: ATCC-PMD, Fort Monroe, VA 23651-5000.**

(1) **Eligibility Criteria:**

(a) Civilian employees, GS 12 – 14.

(b) Service time in the position must be at least nine (9) months.

(c) No disciplinary actions (e.g. counselings or memorandum of admonishment) in the previous 9 months.

(d) Must have received an overall performance rating of Successful Level or above on previous performance appraisal.

(2) **Selection Criteria:**

(a) Overall job performance (nominations should include those employees who demonstrated outstanding characteristics in the categories of job performance, proficiency, ethical conduct and motivation, discipline and dedication, and contribution to job performance).

(b) Other documentation that supports selection of the nominee, (service in community activities (i.e., volunteering for Red Cross, coaching, etc) to include those that were above and beyond normal duties.

**(3) Nomination Procedure:**

(a) Bde, and Region: Memorandum of recommendation from Commander, the Region Commander. Each Region Commander selects one nominee to represent the Region.

(b) HQCC: Memorandum of recommendation from Director. HQCC Chief selects one nominee to represent HQCC.

(c) Narrative not to exceed one page, will comment on the individual's achievement, exceptional performance, as noted above. Nomination must clearly reflect what the individual did that was above and beyond normal duties.

(d) HQ CC, PMD will convene a board to select an overall winner. The HQCC nominees will compete with the three Region winners.

(e) Incomplete nominations will not be considered

**(4) Approval Authority:** Commanding General, Cadet Command.

**(5) Frequency and Presentation:** Annually. The Commanding General, Cadet Command will present the award at an appropriate ceremony.

**(6) Merit:** Superior Civilian Service Award/Plaque

**2-6. Camp Awards**

a. CG, Cadet Command, has the authority to approve the MSM award for military personnel for duty to all camps.

b. Rgn Cdrs have the authority to approve ARCOM and AAM awards for military personnel on TDY duty (TDY orders) to their specific camps. If the Rgn Cdr is the Camp Commander, he/she is the Rgn Cdr. TDY orders should reflect the following for personnel going TDY to camp that is in the Region: "Additional Instructions: Soldier is attached to (specify region) with further duty for a period specified above for UCMJ and award authority. This authority ends upon completion of camp. Authority: **AR 600-8-22.**" Camp Commanders do not have authority to approve awards that do not meet the definition of commander as described in JCS Publication, **AR 145-1**, and **AR 600-8-22.**

**2-7. Fraternal/Association Cadre Awards**

a. **General Douglas MacArthur Leadership Award.** The General Douglas A. MacArthur, in coordination with DA, established a leadership award in 1986 which is given annually to a member of each major Army command (MACOM), the United States Army Reserve (USAR), and the Army National Guard (ARNG), who demonstrates the ideals for which General MacArthur stood--Duty, Honor, and Country. The award promotes, sustains, and recognizes effective junior officer leadership in the U.S. Army. **Promotion period: December of previous year through 30 November of current year.** Nominees are junior officers throughout nomination period. Nominees cannot be on major's promotion list for the current year. Each Bde Cdr will submit one nomination to HQ Cadet Command **no later than 15 November of current year.**

**(1) Criteria.** The nominee must have demonstrated:

(a) An active leadership role.

(b) Actions and performance that exemplify the "Duty, Honor, Country" creed.

(c) Specific action or event that significantly enhanced accomplishment of schedule.

- (d) Exceptionally high standards of professionalism and dedication.
- (e) Personal values of candor, courage, commitment, and competence.
- (f) Involvement in community activities.
- (g) Tactical and technical knowledge.

(2) Nomination packet will include, but is not be limited to:

(a) Memorandum to include the nominee's name, grade, SSN, security position, unit mailing address and phone number (DSN if available), e-mail address and phone number, and statement that officer meets the height/weight of **AR 600-9** and passed the APFT.

(b) Double-spaced typewritten narrative (two-page maximum) providing responsibility, number of individuals (military and civilian) supervised indirectly, dollar value of assets controls, programs for which nominee responsible; professional leadership in which nominee demonstrates leadership traits in accomplishing the mission and overcoming unique problems/emergencies; leadership image in which nominee inspires others by personal character, conduct displayed as leaders, and eagerness to assist in accomplishing and community involvement demonstrated by their leadership in the private sector. This may be evidenced by the nominee's assumption of leadership roles in social organizations, religions, as well as other community service activities. Primary emphasis should be on responsibility, leadership, and leadership image.

(c) One-page single-spaced, typewritten biography.

(d) Official color photo, ¾ length, in Class A uniform without headgear.

(e) Officer Record Brief (**DA Form 4037**).

(3) **Presentation.** TRADOC will board packets and forward top nominations to the winner. The General Douglas A. MacArthur Foundation arranges for presentation elements that consist of a bust of General MacArthur, wristwatch, and memorandum.

b. **NAACP's Roy Wilkins Renown Service Award.** As part of its national convention, the National Association for the Advancement of Colored People (NAACP) presents the NAACP's Roy Wilkins Renown Service Award to outstanding military personnel who have made significant contributions to equal opportunity in their local community.

(1) **Criteria.** Nominations will be based on:

(a) Significant contribution to the country in the area of civil/human rights, racial equality, equal opportunity, affirmative actions, human resources, and/or public service.

(b) Support of the full integration and promotion of minorities and women in the Armed Forces.

(c) Fostered support and understanding of the Armed Services among a minority and non-minority members of the military and civilian population.

(d) Fostered a better understanding between the races both within and without the Armed Forces.

Forces.

(e) Fostered an innovative and creative involvement within a community (civilian).

(f) Promotion of programs and activities that advocate equal opportunity and individual merit.

(g) Display of exceptional qualities that distinguish the individual as an outstanding

(2) Nomination packet will include:

(a) Double-spaced (two-page maximum) narrative outlining specific accomplishments and contributions.

(b) Single-spaced one page biography.

(c) One 8"x10" color or black and white, head and shoulders photograph in uniform.

(d) Single-spaced citation not to exceed 18 lines of narrative summarizing the accomplishments.

(3) **Bde Cdrs will forward nominations to CG, Cadet Command**, to be boarded and will be forwarded to TRADOC. HQDA approves the nominations to the NAACP.

(4) **Presentation.** NAACP will arrange for presentation during its national convention.

c. **Government Employees Insurance Company (GEICO) Military Service Award.** Awarded to military enlisted members for their contributions to military and/or civilian communities.

(1) **Areas of Eligibility:**

(a) Drug and alcohol prevention.

(b) Fire prevention and fire safety.

(c) Traffic safety and accident prevention.

(2) **Eligibility Criteria:**

(a) Enlisted soldiers in grades of E4 through E9 with four or more years of active service.

(b) Nominee must have at least one year of retainability/obligated service as of September.

(3) Nomination packet will include:

(a) Single-spaced typewritten one-page narrative stating facts and clearly outlining accomplishments, on and/or off duty, describing how the military and civilian communities benefited in one of the areas of eligibility.

(b) Single-spaced typewritten (two-page maximum) biography to include far and recent history, military/civilian education, and awards. Also include the unit/organization, commander, unit mailing address, and office telephone.

(commercial and DSN).

(c) One color 8"x10" photograph, head and shoulders (without headgear) uniform.

(4) **Bde Cdrs will forward nominations to CG, Cadet Command**, to be boarded will be forwarded to TRADOC. HQDA approves nominations to GEICO.

(5) **Presentation.** GEICO provides cost of transportation and lodging for soldier and a ceremony in Washington, D.C. where soldier is presented a plaque and a \$2,500 cash award.

d. **National Image, Inc, Meritorious Service Award.** The National Image, Incorporated is a non-profit organization committed to improving employment, education, and civil rights. This award recognizes outstanding military personnel who have contributed to increased opportunities for minorities in the

(1) **Criteria.** Nominations will be based on:

(a) Promotion of the tenets of civil/human rights, race relations, equal affirmative actions, human resources, and public service programs.

(b) Support of the full integration and promotion of minorities and women in the Armed Forces.

(c) Promotion of a positive understanding of the Armed Forces among a minority and non-minority members of the military and civilian population.

(d) Fostered an innovative and creative environment between the military communities of all races and ethnic backgrounds that benefits the employment of minority residents.

(e) Promotion of programs and activities that advocate equal opportunity and individual merit.

(f) Display of exceptional qualities that distinguish the individual as an outstanding member of the Armed Forces.

(2) Nomination packet will include:

(a) Double-spaced (two-page maximum) narrative outlining specific accomplishments and contributions.

(b) Single-spaced one page biography.

(c) One 8"x10" color or black and white, head and shoulders photograph in uniform.

(3) **Bde Cdrs will forward nominations to CG, Cadet Command**, to be boarded will be forwarded to TRADOC. HQDA approves nominations to National Image, Inc.

(4) **Presentation.** The National Image, Inc., will arrange for presentation of its award during its national conference.

e. **American Legion's Spirit of Service Award.** This award is given to recognize a member of the Armed Forces of the United States for their outstanding military performance and volunteerism while performing off-duty in a local community.

(1) **Eligibility Criteria:** In the selection process, it is recommended that the soldier

recommended for and was awarded the Military Outstanding Volunteer Service Medal the past year. Nominee must be in the grade of E5 and below.

(2) Nomination packet will include:

(a) One single-spaced typewritten page with one-inch margins. Narrative facts and clearly outline specific accomplishments, on and/or off-duty, that the military and/or civilian community has benefited.

(b) Single-spaced (two-page maximum) typewritten biography. Include unit/organization commander, unit/office mailing address, office telephone (commercial and DSN), and a brief biographical sketch of the nominee to include military history, and military and civilian education and awards.

(3) **Bde Cdrs will forward nominations to CG, Cadet Command**, to be boarded and will be forwarded to TRADOC. HQDA approves nominations to the American Legion.

(4) **Presentation:** The National Commander of the American Legion will present them at the annual National Convention.

f. **Ten Outstanding Young Americans (TOYA) Award.** The United States Junior (JAYCEES) annually selects and honors ten Americans who exemplify the best attributes of our people. Military and civilian personnel are eligible for this award. Winners are selected based on contribution in at least three of the areas of eligibility.

(1) Areas of eligibility:

(a) Personal improvement or accomplishment.

(b) Financial success and economic innovation.

(c) Social Improvement to major contemporary problems.

(d) Philanthropic contribution or voluntary service.

(e) Politics or government service.

(f) Scientific or technological contributions.

(g) Legal reform.

(h) Cultural achievement (to include contributions in literature, history, education, and arts).

(i) Academic leadership or accomplishment.

(j) Moral and religious leadership.

(k) Athletic accomplishment.

(l) Success in the influence of public opinion (news media and other means).

(m) Any other important contributions to community, state, or Nation, at the discretion of the judges. Judges will also consider nominee's record of adherence to the principles embodied in the JAYCEES Creed (printed on nomination form).

**(2) Eligibility Criteria:** Nominees must:

- (a) Be within the ages of 21 through 39. A nominee is not eligible if he/she **before 1 January.**
  - (b) Be a US citizen (native born or naturalized), or must have applied for citizenship **January.**
  - (c) Sign the nomination form personally. The signature will attest to all facts on the form; give permission for publication of the facts; and indicate willingness to appear before the TOYA Awards Congress.
- (3) **Nomination must be submitted** on JAYCEES nomination form obtained from **[www.usjaycees.org](http://www.usjaycees.org)** and include one good quality 8"x10" or 5"x7" color or black and white photograph (without headgear) in Class A uniform or appropriate civilian attire.
- (4) **Bde Cdrs will forward nominations to CG, Cadet Command,** to be boarded and approved. Nominations will be forwarded to TRADOC. HQDA approves nominations to the JAYCEES.
- (5) **Presentation:** The JAYCEES award a silver medallion and the silver TOYA trophy at an awards ceremony arranged by the organization.

**Chapter 3, Civilian Awards**

Rescinded. See **AR 672-20**, Incentive Awards.

**Chapter 4, Cadet Awards****4-1. Scholarship Awards**

See **CCR-145-1**, Army ROTC Scholarship Policy, Administrative and Procedural Instructions.

**4-2. DA Awards to Cadet**

a. **ROTC Medal for Heroism.** DA provides this award, a silver medal pendant with ribbon, to cadets who distinguish themselves by acts of heroism performed on or off campus. (The SM n heroism performed by cadets at National Advanced Leadership Camp).

**(1) Criteria:**

- (a) The achievement must result in an accomplishment so exceptional and outstanding that it clearly set the individual apart from fellow students or from other persons under similar circumstances.
- (b) The performance must involve the acceptance of danger or great responsibilities, exemplifying praiseworthy fortitude and courage.

(2) **Selection:** The Bn Cdr will submit nominations to the Bde Cdr **NLT 45 days** before the end of the academic year. Nominations are based on achievements believed to warrant a medal and are presented in format required by the Cdr. Statements by eyewitnesses, preliminary reports, or certificates, affidavits, or sworn statements, extracts from official records, diagrams, or photographs, will be attached to support and amplify stated facts.

(3) **Source:** The Bn Cdr will submit a requisition for the medal to **Defense Logistics Agency, 2800 South 20th Street, P.O. Box 8419, Philadelphia, PA 19101**.

(4) **Presentation:** CG, Cadet Command, approves the award. The Bn Cdr will ceremony for presentation of the medal.

b. **DA Superior Cadet Decoration Award.** DA provides this award annually to the ou each year of Military Science (MS) at host institution and extension centers. The award medal pendant with ribbon bar, clip with case, and **DA Form 1773** (Citation for the Su Award) signed by the CG, Cadet Command. Appurtenances for attachment to ribbon of ir for subsequent awards.

(1) **Criteria:**

(a) The recipient must be a regularly enrolled ROTC cadet (MS-IV cadets s midyear graduation will be considered).

(b) The cadet must be in the top 25 percent in ROTC and academic standing.

(c) Selection is based on demonstrated officer potential. For selection criteri **4-1.**

(2) **Selection:**

(a) The selection board will be appointed and convened by the Bn Cdr. membership: Bn Cdr as president, commissioned and enlisted ROTC in members, and selected civilian faculty or school officials (to include deans, if as members, in numbers not to exceed one-third of board's membership.

(b) The board will be convened at the beginning of the school year and br criteria for selection.

(c) The board members will observe performances of the cadets during the sound selections may be made.

(d) The board will be reconvened to review the cadets' records in each year select the winners not less than 1 month prior to the end of the school year.

(3) **Source of Supply:**

(a) Bn Cdr requisitions for the awards, to include items referenced in 4-2b al certificate), to Defense Support Center Philadelphia, 2800 South 20th Stre 8419, Philadelphia, PA 19101-8419.

(b) **DA Form 1773**, DA Superior Cadet Decoration Award certificate, will be HQ Cadet Command.

(4) **Presentation:**

(a) Awards will be presented by the Bn Cdr at the close-of-year ceremony.

(b) Notify appropriate news agencies so that suitable news releases may hometown and local papers. Names of recipients will be provided to HQ Cade It is not necessary to advise DA of the names of recipients.

### **4-3. Special Awards**

a. **The Simultaneous Membership Program Activation Award.** This award will be p or his designated representative to cadets, to include MS-I and MS-II cadets, who s

Component unit for 30 or more days during a presidential Reserve Unit call-up. This is a c be worn with active duty awards. Bn Cdr requisitions for the award to **Defense Support 2800 South 20th Street, P.O. Box 8419, Philadelphia, PA 19101-8419.**

b. **Cadet Troop Leader Training (CTLT) Ribbon.** This ribbon is awarded to those ROTC participate in CTLT. The ribbon is a silver gray ribbon 1 3/8" width and 3/8" in height be stripe at each end and a 1/8" wide blue stripe centered on the ribbon.

#### 4-4. National Advanced Leadership Camp Awards

a. **Certificate of Training.** Each cadet who earns camp completion credit receives a certi Regiment.

b. **AUSA Leadership Excellence Award.** Top cadet, as determined by Regimental Boa and coin at graduation.

c. **Reserve Officer Association Award.** Top cadet, as determined by Regimental Board, and certificate at graduation.

d. **Sinclair L. Melner Award.** Second top cadet, as determined by Regimental Board, i graduation.

e. **Camp Commander's Leadership Award.** Top cadet, as determined by Company Boa and certificate at Regiment.

f. **Platoon Leadership Award.** Top cadet, as determined by TAC Team, is presented a Regiment.

g. **Leader Stakes.** Platoon with highest leader stakes scores in each Company of a Regi Tacoma and Olympia Trophy at graduation. Each Platoon member receives a certificate at

h. **Military Proficiency Award.** Criteria is minimum of 90 points per event on APFT score day, and night Land Navigation; and Go for BRM. Each cadet who meets criteria receives a

i. **ROTC RECONDO.** Criteria is minimum of 90 points per event on APFT score; Go on Co Water Safety; 80 percent on written, day, and night Land Navigation; "S" for SQD STX; Go Go, 80 points for HG: Go for ITT Assault Course; Go for BRM; no dimensional "N"; and Each cadet who meets criteria receives a badge and certificate from Regiment.

j. **One-Shot-One-Kill Award.** Each cadet with a perfect BRM Score 40 of 40 receives a cc

k. **Maximum Fitness.** Male and Female cadets with highest APFT "raw" score in each R from Regiment.

l. **DA Certificate of Achievement.** Each cadet who scores 300 on APFT receives a certific

m. **Army PT Patch.** Each cadet who earns at least 90 points in each event on the APF Patch from Regiment.

n. **Machine Gun Assault Course Top Time.** Fastest three-person team in each Regim Regiment.

#### 4-5. Leader's Training Course Awards

a. **Society of American Military Engineers Award.** Presented to an outstanding ca engineering curriculum for military excellence.

- b. **The Military Order of the Purple Heart Award.** Presented to one cadet in each standards and shows the most improvement in leadership and military skills.
- c. **High Physical Fitness Test Award.** Presented to the top male and top female cadet achieve the highest score for the final Army Physical Fitness Test (APFT).
- d. **High Rifle Marksmanship Award.** Presented to the cadet in each company who excel on the rifle range during Basic Rifle Marksmanship (BRM).
- e. **Iron Leader Award.** Presented to the top cadet in each platoon as shown by the platoon (OML).
- f. **Gauntlet Award.** Presented to those cadets scoring at or above the company average on Navigation, BRM, and Cadet Common Tasks Test.
- g. **High Physical Fitness Test Award.** Presented to cadets who score 290 and above on the APFT.
- h. **Leader's Training Course Certificate/Ribbon.** Presented to all cadets who successfully complete the Challenge.
- i. **Bold Challenge Participation Ribbon.** Presented to all cadets who successfully complete the field training exercise.
- j. **Cadet Common Task Test Ribbon.** Presented to any cadet who achieves a score of 27 or above on the CCTT.
- k. **Camp Completion Packet.** Presented to each cadet who graduates and contains the Camp Completion Ribbon and Certificate, a letter from the Camp Commander and, when appropriate, a Bold Challenge Ribbon.
- l. **Bold Leader Warrior Spirit Award.** Presented to the outstanding cadet in each company for inspirational leadership, warrior spirit, and high Cadet Evaluation System (CES) ratings.
- m. **Association of the United States Army Award.** Presented to one cadet in each company for excellence in leadership, military performance, and a high degree of teamwork and initiative.
- n. **Reserve Officers' Association Award.** Presented to one cadet in each company for exceptional leadership, and moral character.
- o. **The Military Order of the World Wars (MOWW) Award.** Presented to one cadet in each company for consistent excellence in leadership, and whose achievements are in the honored tradition of the U.S. Army.
- p. **National Sojourners' Award.** Presented to one cadet in each company for Annapolis excellence and a potential for outstanding leadership as demonstrated by scores in the CCTT, leadership, and the CCTT.
- q. **The Retired Officers' Association Award.** Presented to one cadet from each company for exceptional leadership and performance.
- r. **The Armed Forces Bank Performance Award.** Presented to a top cadet (as determined by the company) who successfully passed events and is medically eligible to enter the U.S. Army. This award is sponsored by the Armed Forces Bank, Fort Knox, KY.
- s. **United Service Planning Association and Independent Research Agency Award.** Presented to one cadet in each company for outstanding leadership, strong moral character, and excellent physical fitness.
- t. **Challenger Stakes.** (Platoon-level Camp Challenge incentive awards program.)

- (1) The Challenger Stakes incentive program promotes cohesion, teamwork, and among all cadets as they meet the rigors of camp challenge. It is one of the best training.
- (2) The program is designed to recognize platoon-level achievement within each company. Statistics, etc., will be maintained higher than company level on Challenger Stakes. Events for Challenger stakes.
  - (a) Record APFT.
  - (b) Inspection (awarded weekly).
  - (c) Land navigation.
  - (d) Obstacle course.
  - (e) LRC.
  - (f) BMST.
  - (g) M16 qualification.
  - (h) Stream crossing.
  - (i) Platoon of the Week (awarded weekly).
  - (j) Combat assault course (record run).
  - (k) Swim test.
- (3) Guidon streamers will be awarded by the Company TAC Officer to the outstanding event and for the platoon of the week.

**4-6. Cadet Command Cadet Awards.** Cadet awards are authorized by the CG, in categories of recruiting, academic, athletic, military, and miscellaneous awards. Qualifications, approval authority, and frequency with which the award may be presented are in **Appendix A**. The awards are depicted in **Figure A-1**.

#### **4-7. Fraternal/Association Cadet Awards**

a. **Legion of Valor Bronze Cross for Achievement.** The Legion of Valor of the United States Army provides an award annually for achievement of scholastic excellence in military and academic development of leadership. This award, a bronze cross and certificate, is awarded to cadets. One award is authorized for each 1,000 MS-III cadets enrolled within a region or one additional for each fraction thereof (examples: 5,543 MS-III cadets, authorized six awards; 3,333 MS-III cadets, authorized four awards or 331 MS-III cadets, authorized one award).

- (1) Criteria:
  - (a) The recipient must be a regularly enrolled MS-III ROTC cadet (MS-IV cadets for mid-year graduation will be considered).
  - (b) The cadet must be in the top 25 percent in ROTC and academic standing.
  - (c) Selection will be based on demonstrated officer potential. See **Table 4-1** for criteria.

(2) **Selection:** The selection board convened for the Superior Cadet Deco recommend one MS-III cadet for the Legion of Valor Cross for Achievement. The the nomination, in duplicate, to include a memorandum from the dean of the Command NLT one month prior to the end of the academic year. CG, Cadet Commar nominations of those determined best qualified in the numbers indicated in 4 **Adjutant, Legion of Valor of the USA, Inc., 92 Oak Leaf Lane, Chapel Hill, NC 27514-1000, NLT one month after the end of the academic year.** The Legion of Valor will send and certificates to the appropriate Bn Cdrs.

(3) Nomination packet will include:

(a) Memorandum of nomination by the Bn Cdr containing the full name of cadet, address of the school, school point of contact (POC) and phone number, cadet's academic graduation date, overall GPA, ROTC GPA, scholarship type, class ranking (class), ROTC class ranking, academic achievements and honors, Army schools at extracurricular activities.

(b) Letter of nomination by the dean of the school.

(c) Transcripts.

(d) Color photo in Army uniform (class A, B, or BDU).

(e) Optional letters of recommendation.

(4) **Presentation.** These awards are presented in early fall during the cadet's last year of membership in the Legion of Valor. The Legion of Valor will send names of members of the Legion of Valor in the vicinity of the institution having winners when forwarding awards. The Bn Cdr will select Legion of Valor members to participate in the presentation. If member is not available, presentation may be made by active military personnel who are recipients of the Medal of Honor, Distinguished Service Cross, Navy Cross or Air Force Cross, or who occupy positions of appropriate prestige. School events if held early in the school year are considered suitable for presentation.

b. **Society ROTC Award of Merit, Society of American Military Engineers (SAMI)** award is to impress upon undergraduate engineering students the importance of engineering by appropriate recognition of meritorious promise of achievement in the field.

(1) **Criteria:**

(a) The school must offer an undergraduate engineering curriculum accredited by the Accrediting Body for Engineering and Technology in the student's discipline and leading to baccalaureate degrees.

(b) The cadet must be pursuing either a four-year or five-year engineering program. Cadets in five-year programs are eligible during their fourth and fifth year of college. The cadet must be in the upper 25 percent of engineering class. If order of merit is not available, then the cadet must have at least a "B" average in his/her engineering courses. The cadet must be enrolled in either the last or next-to-last year of an accredited engineering curriculum. The cadet need not be in the corresponding class. Curricula should be reasonably allied to military engineering but, if accredited, may be civil, electrical, or mechanical engineering. For example, petroleum or chemical engineering would be acceptable, but management engineering would not. The cadet must still meet the requirement of (a) above. The cadet must be in the upper 25 percent of ROTC class.

(2) Nomination packet will include:

(a) Nomination memorandum containing the full name of cadet, address of the date of presentation.

(b) Recommendation as the "outstanding military engineering student of his/her year group by both the Bn Cdr and the Dean of Engineering.

(3) **Selection:**

(a) Each Bn Cdr may submit one last year and one next-to-last year nominee. will be submitted to respective Bde Cdrs by **15 January**. Bde Cdr recommendation and forward packets to HQ Cadet Command for review and c A list of winners will be submitted to Director, SAME, for processing **NLT 1 Feb**

(b) Director, SAME, will prepare the medals and citation for each winner. SA these to the respective Bn Cdrs together with the name of the nearest SAME P and Regional Vice President.

(3) **Presentation and Publicity:** The Bn Cdr will arrange an appropriate ceremony of the awards and contact the nearest SAME Post and/or Regional HQ to invite c engineer officers to make the presentation. If a student post of SAME exists on c faculty advisor to the presentation.

c. **Raytheon/Hughes Trophy Award.** This trophy, provided by the Raytheon/Hughes A awarded each year to the previous year's most outstanding commissioned graduate. September through 31 August will be used.

(1) **Criteria:** Nominees are selected from the Order of Merit List (OML). HQ Ca notify Bn Cdrs of the top OML candidates (two per Region) and request nomination p

(2) Nomination packets will include:

(a) Memorandums of recommendation by the Bn Cdr and dean of the school.

(b) Biography.

(c) Officer Record Brief.

(d) List of scholastic and academic achievements and honors.

(e) Official transcript.

(f) Full length photo in uniform.

(g) Optional supporting letters.

(h) Memorandum of recommendation by Bde Cdr.

(3) **Selection:** Nominations will be boarded at HQ Cadet Command and CG, Ca President of the board, will select nominee. DA DCSPER has final approval.

(4) **Presentation:** The Secretary of the Army presents the award in Raytheon/Hughes Aircraft personnel will be in attendance and will provide the trophy. At this ceremony, an award will again be presented at a ceremony at the institution from graduated. The trophy will remain on display at the institution until the following replica of the trophy will be presented to the winner for permanent retention, and a be presented to the institution.

d. **Pallas Athene Award.** The Pallas Athene Award, a medallion symbolizing the Women's Army Corps cash award, and a three year membership in the association, will be awarded annually to the top ranking graduating MS-IV female cadet in each Rgn.

(1) **Criteria:** Recipient of the Pallas Athene Award must--

- (a) Be an outstanding female MS-IV ROTC cadet.
- (b) Be graduating from undergraduate or graduate school at the end of the school year.
- (c) Have successfully completed the ROTC National Advanced Leadership Camp.
- (d) Be in the top 50 percent of her MS and academic class.

(2) Nomination packet will contain a narrative description of the cadet's accomplishments (school, college, community, etc.); complete name, mailing address and telephone number; date of presentation, and recommendation of Bde Cdr. Nominations will be forwarded to the Command to arrive NLT 1 February.

(3) **Selection:** Nominations will be boarded at HQ Cadet Command. Winners (one per Rgn) will be forwarded to the Pallas Athene Chairperson. The Women's Army Corps Veterans Association is invited to participate in the awards ceremony.

(4) **Presentation:** The Women's Army Corps Veterans Association will mail award to the Bn Cdr and will attempt to have a member present for the awards ceremony. Subsequent to award presentation, Bn Cdr is requested to provide the Women's Army Corps Veterans Association Pallas Athene Award Committee copies of all press releases, photographs, and publicity generated by the individual awards.

e. **United States Field Artillery Association Award.** The United States Field Artillery Association provides an award for the top-ranking Field Artillery graduate cadet. The award consists of a brass plaque mounted on a tiered, walnut base containing a brass plaque engraved with the candidate's name and emblem. The association provides the name of the top ranking field artillery graduate to Personnel Management Division who notifies the United States Field Artillery Association. The association makes arrangements for the presentation.

f. **Army Aviation Association of America Award.** The Army Aviation Association of America provides an award for the most outstanding ROTC Cadet who has been selected for the Army Aviation Branch Award. The association provides the name of the top ranking Army Aviation of America graduate to Personnel Management Division who notifies the United States Army Aviation of America Association. The association makes arrangements for the presentation.

g. **The Armed Forces Communication and Electronics Association (AFCEA) Award for Superior Performance.** The AFCEA provides an award for the top-ranking Signal Corps graduate cadet. The award consists of a personally engraved Seth Thomas "Corsair" clock (worth \$350) plaque engraved with the name of the top ranking signal corps graduate and explanation of the award. The association provides the name of the top signal corps graduate to Personnel Management Division who notifies the AFCEA. The association makes arrangements for the presentation.

h. **National Defense Transportation Association (NDTA) Award.** This award, which consists of a pendant, is presented annually to approximately 20 of the most outstanding MS-III cadets in the United States.

(1) **Criteria:** The nominee from each school must be:

- (a) Enrolled in MS-III year in an academic course the main portion of which is of direct interest to the Transportation Corps. (Engineering and Computer Science included in this category.)

(b) In the top 25 percent in ROTC and academic standing.

(c) Recommended by Bn Cdr and dean of the institution as an outstanding cadet.

(2) **Selection:** The Bn Cdr may submit one nomination (see **Appendix C**), with the academic record attached, to **Director, Office of the Chief of Transportation (Eustis, VA 23604-5407, NLT 15 December.**

(3) **Presentation:** The Director, Office of the Chief of Transportation, will notify the Bn Cdr and will provide the award for the Bn Cdr to present at an appropriate ceremony. Winners will receive appropriate notification from the Director, Office of the Chief of Transportation.

i. **National Defense Industrial Association (NDIA) Award.** The NDIA Award is presented to the ROTC cadet at each institution who meets the eligibility criteria. It consists of a certificate, service ribbon to be worn on the uniform.

(1) **Criteria:** The cadet must:

(a) Be in the upper half of their class in academic grades.

(b) Have received B or above in all ROTC course grades.

(c) Be rated in the top 20 percent of platoon and company in ROTC command scores. A cadet who is otherwise eligible for this award but who will not attend after completion of academic studies may be considered for the award provided the course standing is in the top 20 percent of the total ROTC enrollment at the institution.

(d) Participate actively in athletics and/or campus activities.

(e) Demonstrate outstanding leadership qualities.

(2) **Selection:** The Bn Cdr will make final selection. The above criteria will be applied in determining eligibility, and the cadet selected will be the best of all eligible cadets.

(3) **Source:** The Bn Cdr will send a photograph and a biographical sketch of the selected cadet to **Wilson Boulevard, Suite 400, Arlington, VA 22201.** The NDIA will mail the award directly to the cadet.

(4) **Presentation:** Arrangements for presentation will be made by the Bn Cdr.

j. **Association of the United States Army (AUSA) Award.** This award, consisting of a ribbon bar and certificate, is provided annually for the outstanding MS-III cadet of each unit toward advancing the standing of the MS Department at the institution. AUSA will sponsor the cadet's Advanced Course enrollment (see **Table 4-2**).

(1) **Criteria:** The cadet must:

(a) Be enrolled in MS-III.

(b) Be in the top 10 percent in ROTC grades.

(c) Be in the top 25 percent in academic grades.

(d) Have contributed the most, through leadership, to advancing the standing of the MS Department at the institution. This requirement is sufficiently flexible to include acts and achievements that may have significance at a particular institution.

not necessarily applying to all institutions.

(2) **Selection:** Selection will be made by the Bn Cdr or a committee appointed by the

(3) **Source:** Requests for medals (supplied for local engraving) and certificates will be made by the Bn Cdr to **AUSA, ATTN: Director of the Regional Activities, 2425 Wilson Boulevard, Arlington, VA 22201**. One medal for permanent display may be requested by each host institution extension center.

(4) **Presentation.** Presentation will be made at an appropriate ceremony. AUSA will provide the Bn Cdr names of representatives who may upon request participate in awards presentation.

k. **The Armed Forces Communications and Electronics Association (AFCEA) ROTC Honor Award.** This award recognizes one outstanding ROTC cadet who achieves in leadership. The award includes a framed parchment certificate with the honoree's name prominently inscribed. This program is separate and distinct from the AFCEA Scholarship Program, but an ROTC cadet may receive both. Each interested ROTC unit may make one Honor Award nomination annually.

(1) **Criteria:** The nominee from each school:

(a) Must be a U.S. citizen.

(b) Must be a junior preparing to enter their senior year (rising senior).

(c) Must be majoring in electronics, electrical, aerospace, or communications engineering, mathematics, physics, computer science or technology, information management, or related technical disciplines.

(d) Should demonstrate high academic achievement.

(2) **Selection:** Recipients of the award will be selected by individual Professors. The Nomination for the ROTC Honor Certificate Award form must be completed and submitted to the **AFCEA Educational Foundation, either by mail to 4400 Fair Lakes Road, Suite 200, Fairfax, Virginia 22033-3899** or by **FAX to 703/631-4693**. Please do not retype the Nomination form; it may be photocopied as needed. For questions, please call **Suzanne Harmata at 703.631.6147 or 800.336.4583 ext. 6147** or by email at [edfoundation@afcea.org](mailto:edfoundation@afcea.org).

(3) The completed nomination form must be received by the AFCEA Educational Foundation **Four days prior to the presentation date.**

l. **Reserve Officers' Association (ROA) Award.** This award, presented annually to outstanding MS-II, MS-III and MS-IV cadets, consists of medal pendant and certificate. The award is gold for MS-II cadets, silver for MS-III cadets, and bronze for MS-IV cadets. A certificate may be awarded in lieu of the medal.

(1) **Criteria.** Selectees must:

(a) Be enrolled in ROTC.

(b) Have indicated a desire to continue in the ROTC program and obtain a commission.

(c) Be in the top ten percent of their ROTC class.

(d) Have demonstrated outstanding qualities of leadership, moral character, and aptitude for military service.

(2) **Selection:** Selection will be made by the Bn Cdr in coordination with representative of the local chapter of the ROA, if available. Normally, a representative of the ROA chapter award will contact the Bn Cdr for coordination of details and presentation of the award.

(3) **Source:** Awards may be obtained from a state or local chapter of the ROA or information pertaining to the awards may be obtained from the **ROA, 1 Constitution Building, Washington, D.C. 20002.**

(4) **Presentation:** Presentation of awards will be made by a representative of the institution. Otherwise, presentation will be made by the Bn Cdr.

m. **American Legion Awards.** These awards are provided annually to outstanding cadets for general military excellence and scholastic excellence.

(1) The award consists of:

(a) A silver medal pendant with ribbon bar and ROTC crest or scholastic scroll for class winners enrolled in MS-III.

(b) A gold medal pendant with ribbon bar and ROTC crest or scholastic scroll for class winners enrolled in MS-IV. A miniature reproduction of the official ROTC crest is attached to the ribbon bar of awards for general military excellence. A miniature scroll is attached to the ribbon bar of awards for scholastic excellence.

(2) **Criteria:** A cadet may receive an award for general military excellence and an award for scholastic excellence for the same school year or for more than one year.

(a) General Military Excellence Award. The cadet must be in the top 25 percent of the class in academic and ROTC subjects and must have demonstrated outstanding military leadership, discipline, character, and citizenship.

(b) Scholastic Excellence Award. The cadet must be in the top ten percent of the class in academic subjects, be in the top 25 percent of the class in ROTC classes, and have demonstrated qualities of leadership. The cadet must have actively participated in student activities, such as student organizations, community activities, or sports.

(3) **Selection:** Selection will be made by the Bn Cdr or head of the institution or both.

(4) **Source:** Requests for awards may be made to the local posts of the American Legion. If no post is available, information may be obtained from the **National Security Division, American Legion, 1608 K Street, NW, Washington, D.C. 20006.**

(5) **Presentation:** Arrangements will be made by the Bn Cdr for an American Legion representative to present the awards at an appropriate military ceremony. If representative is not available, the Bn Cdr may present award.

n. **Veterans of Foreign Wars (VFW) Award.** This award, which consists of a medal pendant, is made annually to a cadet at each institution who has excelled in MS or an ROTC program and is a member of the VFW.

(1) **Criteria:** The cadet must:

(a) Be an undergraduate student in MS-I, MS-II, MS-III, or MS-IV.

(b) Be in good standing academically and militarily.

(c) Have demonstrated achievement and concentrated effort in military activities.

subjects and/or demonstrated capability and diligence in a related activity program.

(d) Not have previously received this award.

(2) **Selection:** Selection will be made by the Bn Cdr.

(3) **Source:** Request for VFW award and sponsorship may be made to the nearest VFW local post is available, information on the nearest post may be obtained from the **Nat VFW Building, 406 West 34th Street, Kansas City, MO 64111.**

(4) **Presentation:** Arrangements will be made by the Bn Cdr for a Veterans representative to present the awards at an appropriate military ceremony. If representative is not available, the Bn Cdr may present award.

o. **American Veterans of World War II (AMVETS) Award.** This award, which consists of a ribbon bar, is made annually to a cadet at each institution for diligence in the discharge of duty to serve both God and Country.

(1) **Criteria:** The cadet must:

(a) Be a full-time undergraduate enrolled in the Advanced Course.

(b) Be in good standing in all military aspects and all scholastic grades at the time of selection and presentation.

(c) Meet other requirements that may be established by the AMVETS post and institution.

(2) **Selection:** The Bn Cdr may submit one nomination to the local AMVETS post. If no local post is available, information on the nearest post may be obtained from the AMVETS National HQ. If no local post is available, information on the nearest post may be obtained from the state AMVETS Department or by writing to **AMVETS, National HQ, 4601 Lanham, MD 20706.**

(3) **Presentation:** Presentation will be made by the Bn Cdr or a member of the Bn staff at a ceremony arranged by the Bn Cdr.

p. **The National Sojourners Award.** This award, which consists of a ribbon with a star, is made annually to an outstanding cadet at each institution who contributed the most to encourage Americanism within the Corps of Cadets and on the campus.

(1) **Criteria:** The cadet must:

(a) Be a sophomore (concluding second undergraduate year and MS-II and having the intent to enroll in the Advanced Course) or a junior (concluding the third undergraduate year and MS-III).

(b) Be in the top 25 percent of the academic class.

(c) Have encouraged and demonstrated the ideals of Americanism by deed and example both on and off campus.

(d) Have demonstrated a potential for outstanding leadership.

(e) Not have previously received the award.

(2) **Selection:** The Bn Cdr or head of the institution or both may make selection.